

**ENGINEERING CHANGE NOTICE**  
**DART AEROSPACE LTD**

Date: 13.08.02	Job No.:	ADR Yes/No: N	ADR Date:	ECN #: 13- 614
Product No.: D350-689		Created By: VS	Approved By: <i>[Signature]</i>	
Product Name: Dual High Back Seat		Checked By: HS		

Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)
Director of Operations	Y	NF	<i>NF 13-08-22</i>
Production Manager / Coord.	Y	LL/MF	<i>MF 13-8-21</i>
Purchasing Coord.	N	CL	
Production Engineering Coord.	N	DD/JLM	
Production Engineering Coord.	N	DL	
Customer Order Processing	N	RM/CA	

Distribution	Reqd	Resp	Initial / Date (YY/MM/DD)
DQA / QA Coord.	Y	PS	<i>SM 13/08/21</i>
QC Coordinator	Y	ED	<i>ED 13/08/21</i>
Customer Support	Y	SW/LM	<i>SW 13/08/21</i>
Customer Technical Support	Y	MB/HS	<i>HS 13.08.21</i>
Marketing	<i>Y</i>	HM	<i>HM 13.08.21</i>
<i>SALES SUPPORT MANAGER</i>	<i>Y</i>	<i>NM</i>	<i>NM 13/08/21</i>

**Reason for Change:**

Daily inspection should be weekly inspection in ICA-D350-689 per PAR13-234

**Documents Affected:**

ICA-D350-689 Rev. 2

PAPERWORK UPDATE ☒

PARTS MUST COMPLY ☐

PREVIOUS PARTS SATISFACTORY ☒

#	Quality Assurance Actions	Reqd	Resp	Notes	Complete
1	Notify Previous Customers	N			
2	Notify Eurocopter France	N			
3					

#	Engineering Actions	Reqd	Resp	Notes	Complete
4	Required Documents/Drawings Under Review	N			
5	Update Master Document List (MDL)	Y	VS	MDL-D350-689 Rev. F	<i>VS 13.08.02</i>
6	Update Product Compatability Matrix	N			
7	Create Eurocopter Form (FEE)	N			
8	Notify TC / FAA of Change	N			
9					

#	Document Control Actions	Reqd	Resp	Notes	Complete
10	Move Electronic Files/Design Journal	<i>Y</i>	<i>KJ</i>		<i>13.08.20</i>
11	Update Product Specification Files	Y	KJ		<i>13.08.20</i>
12	Update Approved/Preliminary Dwg PDF Files	N			
13	Update Document Record (DR)	N			
14	Update Product Development Summary	N			
15	Update QSI 021 and/or STC Approval List	N			
16	Create/Update Parts / STC Database	N			
17	Update / Verify ARC Database	N			
18	Create / Update Change Record Form / Item Card Database	N			
19	Create / Update PPP's	N			
20	Red Decals required?	N			
21	Update Document Control Database / Laminated Dwgs	N			
22	Update Grey Project / Electronic Binder PDF Files	Y	KJ		<i>13.08.20</i>
23	Update D-Part/M-Drawing/DSI/DEO Master Binders	N			
24	Manufacturing Licensing Agreement Update	N			

**Description / Action:**

- Send copy of updated ICA, ICA-D350-689 Rev. 2, to Rafael Carpio, Andes Servicios Aeroeos
- Update paperwork for kits in stock (remove ICA-D350-689 Rev. 1 and replace with ICA-D350-Rev. 2)

ECN Verified & Complete: *[Signature]*

Date: *13/8/29*